

eSMR: February 20, 2008 Agenda

Day: Wednesday

Time: 10am-12pm

Room: OIT Quiet Room (SWRCB Staff Only)

Teleconferencing Number: 916-262-2271

WebEx Session Name: eSMR User Group

WebEx Password: water24

WebEx URL: <http://waterboards.webex.com/waterboards>

eSMR² 10:00am-12:00pm

Item	Description	Purpose	Time	Lead
1	Meeting Items	<ul style="list-style-type: none">• Introductions• Approve Past Minutes• Approve Agenda• Past Action Items	10:00am-10:15am	Ron
2	DMR Process Flow	<ul style="list-style-type: none">• Develop Flow Chart	10:15am-10:45am	Ron
3	Upload Calculated Data?	<ul style="list-style-type: none">• Make decision	10:45am-11:15am	Don
4	Summary	<ul style="list-style-type: none">• Next Meeting Items	11:15am-11:30am	Ron

Current Action Items

Owner	Description	Status/Notes
Darrin/Russ	Coding Process	<ul style="list-style-type: none">• 2/13/2008: Establish policy of three(3) successful submissions, NO MORE PAPER submissions to the Regional Boards needed.• 1/30/2008: Decide on policy of electronic submission process. Decide if submission is required in both electronic and paper format.
Don/All	Drop-down Lists	<ul style="list-style-type: none">• 1/30/2008: Review drop-down values used for electronic coding process and determine if there are any missing or no longer valid.
Hoang/Francisco/Don/Rassam	#4630	<ul style="list-style-type: none">• 2/6/2008: Changes needed.

	Level 2 Design Mock-ups	<ul style="list-style-type: none"> 1/30/2008: Mock-up screens creation. At conclusion of requirements gathering complete mock-up screens will be created.
Ron/Don	Discharger Submission	<ul style="list-style-type: none"> 2/13/2008: Keep team updated on status of Fatal Error Check fix. 1/30/2008: Review Mantis issues related to “discharger screen”, “error check”, and “CDF Tool”.
Don	Accelerated Monitoring	<ul style="list-style-type: none"> 2/13/2008: Comment field would suffice for now, but move to a designated field in future version. 1/30/2008: Discuss with Russ/Susan/Dan (1) interpretation, (2) how to handle, (3) develop a use case testing scenario to ensure system accommodates requirements.
Ron	Level 3 Process Flow	<ul style="list-style-type: none"> 1/30/2008: Develop level 3 process flow document.
Ron	Level 2 Requirements Document	<ul style="list-style-type: none"> 1/30/2008: Finalize level 2 requirements document.
Ron	Alpha/Beta Testing	<ul style="list-style-type: none"> 2/6/2008: E-mail ron@waterboards.ca.gov to be part of testing team. 1/30/2008: Coordinate alpha and beta testing groups.
Darrin	USEPA Upload	<ul style="list-style-type: none"> 2/13/2008: User group still needs to be developed. Is there a budget for this effort? There may be an opportunity to develop initial requirements in the eSMR User Group. 2/6/2008: Data transfer will be part of eSMR 2.5 effort. 1/30/2008: Policy on data transfer to USEPA.